



APPLICATION FOR NON-LIFE INSURANCE CLAIM

(Branch)

(PRINT ALL ENTRIES IN BLOCK OR CAPITAL LETTERS)

TO BE ACCOMPLISHED BY THE BORROWER/CLAIMANT ONLY

Please check Nature of Claim:

Fire Flood Typhoon Earthquake Lightning Other Cause of Loss _____

DESCRIPTION OF DAMAGED PROPERTY Uninhabitable Inhabitable

DATE FILED

DATE OF LOSS

TIME OF LOSS

NAME OF BORROWER (Last Name, First Name, Name Extension, Middle Name)

PROPERTY LOCATION (No., Street, Subdivision, Barangay, City, Municipality, Province)

NO. OF FLOORS

TOTAL FLOOR AREA

HOUSING ACCOUNT NUMBER

DATE OF BIRTH
(mm/dd/yyyy)

GENDER
 Male
 Female

CIVIL STATUS

Single/Unmarried
 Married
 Annulled
 Legally Separated
 Widow/er

CONTACT NUMBERS
(Home/Mobile No/Office/Fax No)

EMAIL ADDRESS

Borrower's Signature 

THIS PORTION IS FOR Pag-IBIG FUND USE ONLY

DEVELOPER/ORIGINATING BANK

LOAN TERM

TAKEOUT DATE

VERIFIED BY

DATE

NON-LIFE INSURANCE COVERAGE

REMARKS

REQUIREMENTS:

Material Damage – All Risks

1. Application Form
2. Cost of damages/bill of materials; in case of total loss of property, it must be duly signed by a licensed Architect or Civil Engineer
3. Colored pictures of the damaged property
4. Formal Claim
5. Non-Waiver Agreement
6. Additional Documents:
 - a. For Allied Perils- Certification from Barangay Captain (with logo)
 - b. For Fire Claims- Certificate from Bureau of Fire Protection and/or incident form from the Bureau of Fire Protection

ACKNOWLEDGEMENT RECEIPT

(Application for Non-Life Insurance Claim)

NAME OF BORROWER (Last Name, First Name, Name Extension, Middle Name)	HOUSING ACCOUNT NUMBER
RECEIVED BY: _____ (Signature of Pag-IBIG Fund's Authorized Signatory over Printed Name)	REMARKS
DATE: _____ TIME: _____ NOTE: Please make your contact number(s) available anytime of the day for the Adjuster call's.	

GUIDELINES AND INSTRUCTIONS

A. WHO MAY FILE

A Pag-IBIG Fund housing loan borrower, whose properties are affected by a calamity or other cause of loss, and/or who are entitled to insurance claims due to other coverage extended by the Insurance Broker, shall file their insurance claims within six (6) months from the occurrence thereof.

NOTE: The housing loan borrower may report the nature of loss to Pag-IBIG Fund prior to submission of complete application.

B. HOW TO FILE

The housing loan borrower shall:

1. Accomplish application form for Non-Life Insurance Claim.
2. Submit complete application, together with the required documents to any Pag-IBIG Branch. Processing of application shall commence only upon submission of complete documents.

C. APPLICATION OF INSURANCE PROCEEDS

In case the housing account is not updated prior to release, the insurance proceeds shall be applied first to the housing arrearages. The remaining balance shall be refunded to the borrowers.

D. RELEASE OF INSURANCE CLAIM PROCEEDS WITH MORE THAN P50,0000.00

Release	Amount to be Released
1 st	The initial release of the insurance proceeds shall be equivalent to 50% of the amount to be refunded to the borrower. This amount shall be fully utilized by the borrower for the restoration of the subject property within 6 months from the release of the insurance proceeds. NOTE: After the initial release had been fully utilized for the restoration of the property, the borrower/claimant shall e-mail or call Pag-IBIG Fund to request for inspection of the house.
2 nd	The remaining 50% of the amount to be refunded shall be released to the borrower; provided that, the previously released insurance claim proceeds had been fully utilized to the subject property as assessed and/or appraised by the Fund.